

**Erving Public Library  
Library Trustee Meeting  
March 25, 2018  
4 PM held at the Library  
Minutes**

The meeting was called to order at 4:15 p.m. Present: Trustees Mackensey Bailey and Rupert Roy-Clark, Director Barbara Friedman, Becky Hubbard (Friends)

**Approval of Minutes:**

- 12/7/17 Minutes moved by Rupert, second by Mackensey, passed unanimously.
- 1/28/18 Minutes moved by Mackensey, second by Rupert, passed unanimously.

**Friends Report:** : Valentine's Day Craft event went well, looking into more craft sessions for adults; candy sale made money; raffle & plant sale scheduled 4/28, rain date 4/29. Tuesday night 7 p.m. Mentalist show at Senior Center, accepting donations to Food Bank. Signed up and registered for Valley Gives. Community Foundation Grant is being investigated for ones we may be eligible for. We were planning on applying for a Capital Campaign grant, but it turns out Franklin County is not eligible.

**Librarian's Report:** (see attached)

**Library Director Contract:** Awaiting feedback from town lawyer on the proposed Director contract agreed on March 4<sup>th</sup> meeting with Brian, Scott, Mackensey.

**Construction Update:** Rupert and Becky updated the committee. Mackensey expressed concern that the building project not force Barbara to work outside her available hours, and as Trustees we expect normal communication from the project take into account Barbara's time limitations.

**Fundraising:** The town has established an account for fundraising.

**Old Business to be brought forward:**

- We have not yet heard from the Board of Selectmen whether Mackensey will be sworn in so the Trustees could cast a vote at a LBC Meeting in Rupert's absence.
- Fundraising
- New policy review: draft accepting gifts; draft social media policy;

**NEW BUSINESS:** staffing and planning requests for June Special Town Meeting. To be continued at next meeting. Review potential job description for second assistant.

**Next Meetings:**

Board of Library Trustees	Library Building Committee
	March 29 <sup>th</sup> @ 6:30 p.m. @ Town Hall
	April 12 <sup>nd</sup> @ 6:30 p.m. @ Town Hall
April 22 <sup>nd</sup> @ 4 p.m. @ Library	April 26 <sup>th</sup> @ 6:30 p.m. @ Town Hall
May 20 <sup>th</sup> @ 4 p.m. @ Library	May 24 <sup>th</sup> @ 6:30 p.m. @ Town Hall
June 24 <sup>th</sup> @ 4 p.m. @ Library	

**Adjournment:** Moved by Rupert, seconded by Mackensey, passed unanimously at 5:55  
Respectfully Submitted, Rupert Roy-Clark